

1 **Regular Board Meeting Minutes**

2 **Cache Valley Transit District**

3 **Wednesday, February 24, 2016**

4 **5:45 pm**

5 **Bridgerland Applied Technology College**

6 **1301 North 600 West, Logan, Utah**

7 **Room 840**

8
9 *Present:* Erik Ashcroft, Alma Leonhardt, Rodger Pond, Joy Reyes, Holly Broome-Hyer,
10 Shaun Bushman, Norman Larsen, Patricia Cronin, Doug Thompson, Tom Hogan, Roger
11 Jones, Jeannie Simmonds, and Craig Wright

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13 *Excused:* Ron Hornsby, Sue Sorenson, Glen Schmidt, Heidi Harper, Ron Natali, and
14 Sallie Petersen

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16 *Others:* Todd Beutler, Nathan Coats, and Ivy Thomson

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18 **Regular Meeting Agenda**

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20 1. *Call to order:* Board Vice Chair Roger Jones. Roger asked the audience to introduce
21 themselves.
22
23 2. *Acceptance of Minutes:* Alma Leonhardt moved to approve the January minutes. The
24 motion was seconded by Holly Broome-Hyer. The vote was unanimous.
25
26 3. *Approval of Agenda:* Tom Hogan moved the approval of agenda and Craig Wright
27 seconded. The vote was unanimous.
28
29 4. Next Board Meeting: March 23rd, 2016 at 5:45 pm.
30
31 5. Questions and Comments for Management and Board (3 minutes or less):
32 A. Annette Francis from Wellsville. She has lived there for a year. In Hyrum, she
33 knew a young single mom with MS who kept her independence, and that of her
34 children, by using the bus. Annette hopes to help LTD come to Wellsville to help
35 others with their independence. She'd like to do whatever possible to get CVTD
36 on the ballot in Wellsville this Fall.
37 B. Rock Davidson from Wellsville. His son is intellectually handicapped and does
38 not have a drivers license. While in Logan he used the bus, but now they need to
39 chauffer him. The bus would be a great service to the people in Wellsville.
40 C. Kaylene Ames from Wellsville. Eight years ago she was involved with a route
41 addition to Wellsville, and has decided to help her friends with the process. She
42 is with the Wellsville Foundation.

- 43 D. Management explained the process of providing services throughout the valley. In
44 the upcoming Short-Range Transit Plan, management and the Board will learn
45 about needed services, costs required, best solutions, and available funding.
46 Management recommended that the Board find out what demands are present so
47 the Board can make fact-based decisions.
- 48 E. Discussion ensued about studying service needs and Wellsville's ballot timeline.
49 Doug Thompson came in during discussion, and suggested that Management
50 should engage in informal discussions with Wellsville. Management will come
51 back next month and let the Board know where they are at.
- 52 F. Representative Ed Redd is running a bill so that [small] special districts are not
53 required to have an internal auditor on staff. It does not take away power from
54 Board to require an internal audit, it just makes it so it is not a requirement.
55

56 **Board Business**

- 57 6. Compensation consultant recommendation: Todd reported on the procurement
58 process, which was authorized by the Board, and presented the scoring cards for the
59 compensation bidders to the Board. The selection committee felt it was important the
60 consultant come to the Board in person. The lowest cost bid was no less effective than
61 the others. Based on the scoring, the selection committee recommends HRCC.
62 Questions were answered. Craig Wright motioned to form a subcommittee to go
63 over the bidders. Jeannie Simmonds seconded the motion. The vote was unanimous.
64 Ivy will set up a meeting for Tom, Jeannie, Erik, Craig, Norman, and Doug.
65
- 66 7. Oversight Committee report: Oversight invited Craig Wright and Ron Natali to
67 become expert in governance vs management. Shaun Bushman will become expert in
68 Robert's Rules of Order of parliamentary procedure. Holly will go with staff and the
69 Utah Delegation to an annual meeting in D.C. The Board received the Internal
70 Review reports in their packets, and are asked to take the reviews to their elected
71 officials.
72

73 **8. General Manager Report**

- 74 A. Management reviewed the Short Range Transit Plan (SRTP) process. This SRTP
75 will focus on public outreach. The Board will rank the priorities of different
76 service needs. Questions were answered. Doug asked the Board to review the last
77 SRTP. Todd requested Board members to speak with their elected officials within
78 the next two weeks, and find out what local needs they want addressed.
- 79 B. New Board members are required to undergo training. Management will email the
80 new Board members the online link to the training. Once the Board members get
81 their certificate, they are asked to email it to Todd to record.
- 82 C. Management met with UTA's internal auditor and drafted a scope of work.
83 Management will get with the internal audit committee to review it.
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9. **Other Considerations:**

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None.

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10. **Adjourn:**

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Doug Thompson adjourned the meeting.